

PREPARING A COURSE FOR THE TMS/LMS

Use the following steps to zip your course file in preparation for uploading to the **TMS/LMS**.

1. Select the **EXPORT** button to open the Course Export window.

Export settings

Export Type 2 LMS ▾

LMS 3 SCORM 2004 ▾

Edition 4 2nd Edition ▾

Tracking
You can track progress and completion in three ways:

Track using course completion 100%
Set the percentage of the course a learner must finish to mark as completed.

Track using quiz result
Course has no quizzes

Track using Storyline block
Course has no Storyline blocks

Reporting 5 Complete/Incomplete ▾
Report completion status as:

Exit Course Link Off
Add a link that lets learners easily return to an LMS

[More settings](#)

CANCEL 6 EXPORT

2. Using the Export Type drop-down box select **LMS**.

3. Using the **LMS** drop-down box select SCORM 2004.

4. Using the **Edition** drop-down box, select 3rd Edition. *This selection will be available after you have selected the SCORM type.*

5. Using the **Reporting** drop-down box, select Completed/Incomplete.

6. Select the **EXPORT** button